How To Add Grade Level In School Settings

When you need to add data to the school fields you can navigate to the settings on the menu bar and find the school on top.

Menu Bar >> Settings >> School >> Grade Levels

Here you can create Grade Levels for your school.

Click on '+ Add New Grade Level' to get started.

After clicking you will see a pop-up section where you can add the Grade Level.



Here you will be adding:

- Title of the grade
- Short name
- Sort order
- Choose grade level equivalency value
- Age range allowed for the grade
- Educational stage
- Next promoted grade

You can repeat the same step to create more grade levels using the same method that you have in your own school.



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